

TEERA SMC Meeting
 Wednesday 3 Feb 2021
 Sassafras Fire Station and elsewhere
 Agenda

Meeting opened:

SMC Present:

Visitors:

Apologies:

1. Casual SMC vacancy

Motion: 'that Grace Huxtable be invited to join the SMC'.

2. Ratification of minutes of last SMC meeting (attached):

Motion: that the minutes of the SMC meeting on 23/1/21 be accepted as a true record of that meeting.

3. Review / approval of AGM minutes (attached)

Motion: that the 2020 AGM minutes be provisionally approved as correct and published on the TEERA website.

4. Actions from previous meetings:

- a. Chase up prices on 2 Gazebos- **Andrew or Trent** to do this
- b. Microchip scanner whereabouts - **Blaine** to chase up with Denise and Greg - - Denise has returned hers – in the bib bag, Greg still has his.
- c. Letter to be sent out regarding the incident at Jolly Lette - **Blaine** to take to State Champs and give to receiver personally - done

5. Correspondence

TEERA Correspondence		
In		
27/01/2021		Several emails from Roger Nichols re agenda items for the next SMC meeting
		Kim Moir with information about the AERA website platform. Roger Nichols considering assisting with maintenance. Infor forwarded to Roger.
		Kim Moir, AERA secretary, acknowledging receipt of TEERA report for AERA meeting
Out		
27/01/2021		M Dunn to AERA secretary - report for 7 Feb AERA meeting
		M Dunn to Kevin Brewster re email redirects for new SMC

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Please note this is an incomplete list. I'll update once a list is received from Amelia re correspondence between the last SMC meeting and now.

6. Finance report:

- a. Motion that: 'the previously circulated finance report be noted, the payments therein authorised and the receipts noted'. Please note that note that membership income shown is not offset by associated AERA charges not yet received.
- b. Possible closure of CBA account and opening of second Westpac account.

7. Bank authorities

Motion that: 'the bank accounts authorities become as follows and those concerned take the necessary steps to implement, which will include, in some cases, branch visits with the necessary documents:-

Westpac Community Solutions One account:

Name	Role(s)	Daily Limit	Security device
Aldred (Roger) Nichols Administrator	Administrator, Approver	\$0,	SMS Code
Trenton Huxtable Treasurer	Approver	\$20,000	SMS Code
Andrew Miles President	Approver	\$20,000	SMS Code
Mark Dunn Secretary	Approver	\$20,000	SMS Code
Patricia Smith Database Registrar	Approver	\$20,000	SMS Code
Felicity Perry Logbook Registrar			SMS Code
Tara Nicklason Membership Registrar			Token
Grace Huxtable Trainee			SMS Code

Commonwealth Accounts:

Note – no payments made other than transfers to other TEERA accounts

Name	Role	Access
Aldred (Roger) Nichols	Administrator	Full
Trenton Huxtable	Treasurer	Full
Andrew Miles	President	Full
Mark Dunn	Secretary	Full
Felicity Perry	Logbook Registrar	Full
Tara Nicklason	Membership Registrar	Full

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Grace Huxtable

Trainee

Full

8. AERA meeting report:

Written by Mark, sent to AERA 27/1/21. Attached for reference.

9. Ride nominations:

New platform, ManeHub. Update from Trish Smith.

10. Encouraging people to volunteer to assist in ride setup, at rides, and after rides:

As discussed by Angie Clark at last meeting.

11. Ride trailer:

Update from Tony Perry.

12. New 'official' TEERA FB page:

It has been suggested that a new TEERA Facebook page be established as an 'official' communication channel for TEERA. The idea is that it will be used for 'official' communications to TEERA members and other interested parties. In general, commenting won't be allowed. Once set up, the 'old' TEERA FB page would be renamed / rebadged as a Tasmanian endurance page with no official link to TEERA.

Members not using Facebook – 16% as at Jan 2020

13. Future of TEERA web site:

- a. Functional differences
- b. Avoid duplication
- c. Common management

14. Further portfolio allocations:

Are there any portfolios that don't yet have an SMC member attached to them?

15. Face to face meeting later in 2021:

It has been suggested SMC holds one face to face meeting for all SMC towards the end of 2021 in order to discuss / plan end of year activities (as well as the usual business).

16. Dogs at rides:

Tony Purton: 'When and by who were dogs banned from all rides. I could not find any minutes on this subject. On the mainland dogs are actively encouraged as part of socialising whereas here we seem to go out of our way to discourage this.'

[AERA Rule 26.5: Dogs must be secured in a structure or on a leash at all times that is attached to a solid structure or a responsible human handler when at an endurance event.](#)

(Mark: I believe this Rule came into being in 2020.)

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Many Tasmanian clubs do not allow dogs at rides. Some ride venues (eg Gowrie Park?) disallow dogs as a condition of allowing clubs to use their venue. Other clubs hold the view that dogs represent an unnecessary risk to horses / people at events.

Motion: 'that clubs be encouraged to allow dogs at their events, when local regulations allow.'

17. Concussion protocol:

Mark to email clubs and CSs to remind them of their responsibilities in the event of a possible concussion event.

18. AERA sponsorship proposal

Please see the attached. Feedback needs to be provided to AERA at Saturday's (7/2/21) meeting.

19. AeraSpace

2021 accesses to be arranged – done - MD

Training of new Registrars, including associated tasks e.g. banking and record keeping.

20. Early Warning System (EWS)

Trish (database registrar) to report

21. Forms

Review of routing given change in Treasury arrangements and ride info e.g. Ride Returns, ride nominations (recognising associated cheque handling)

22. Round the table:

Next meeting: Wednesday 10 March 6.30PM